

**ARIZONA BOARD OF APPRAISAL**  
1400 West Washington, Suite 360  
Phoenix, Arizona 85007  
(602)542-1539 FAX (602)542-1598  
Web Site: www.appraisal.state.az.us

**MINUTES**  
**REGULAR BOARD MEETING**  
**THURSDAY, JUNE 18, 2009, 9:00 AM.**

Board Members Present at Roll Call: Les Abrams, Victor Hartsfield, James Heaslet, Cynthia Henry, Michael Marquess, Debbie Rudd. A quorum was present. Board Members Absent: Myra Jefferson. Vacant Board Member Positions: Certified General Appraiser; Public.

Also Present at Roll Call: Debb Pearson, Executive Director; Rebecca Loar, Regulatory Compliance Administrator; Jeanne Galvin, Assistant Attorney General. Also Present after Roll Call: Christopher Munns, Assistant Attorney General, Solicitor General's Office.

Les Abrams acted as Chairperson.

The Board pledged allegiance to the flag of the United States of America.

**APPROVAL OF MINUTES**

Cynthia Henry moved that the Minutes of the May 21, 2009, Regular Board Meeting be approved. Victor Hartsfield seconded the motion. The Board voted unanimously in favor of the motion.

**PUBLIC ANNOUNCEMENTS AND CALL TO PUBLIC**

None.

**COMPLAINT REVIEW**

Review and Action Concerning 2727, King G. Ruby.

Respondent appeared and was represented by Bradley R. Jardine, Esq. Debbie Rudd moved that the Board reject Respondent's counteroffer. Michael Marquess seconded the motion. The Board voted unanimously in favor of the motion. Debbie Rudd moved that Respondent be allowed an additional 15 days to sign the proposed Consent Agreement and Order; and if the document is not signed by Respondent, that the matter be referred to formal hearing before the Office of Administrative Hearings (OAH). Cynthia Henry seconded the motion. The Board voted unanimously in favor of the motion.

Review and Action Concerning 2728, Michael E. McCune.

Respondent appeared. Michael Marquess moved that the Board accept the investigative report, with exception. Debbie Rudd seconded the motion. The Board voted unanimously in favor of the motion. Debbie Rudd moved that the Board find Level I violations and offer Respondent a nondisciplinary letter of concern citing the violations. Michael Marquess seconded the motion. The Board voted unanimously in favor of the motion.

Review and Action Concerning 2831, John J. Kosir.

Respondent appeared. Staff summary was read. Michael Marquess moved that the Board find no violations and dismiss the complaint. Debbie Rudd seconded the motion. The Board voted unanimously in favor of the motion.

Review and Action Concerning 2797/2798, Jan A. Sell/2799 Michael S. Miller.

Respondents did not appear but were represented by Robert V. Kerrick, Esq. Michael Marquess moved that the Board take no action on Complainant's Motion for Rehearing based on the Board's lack of jurisdiction. Debbie Rudd seconded the motion. The Board voted unanimously in favor of the motion.

Review and Action Concerning 2826, Gary A. Carter.

Respondent appeared. Staff summary was read. Debbie Rudd moved that the matter be referred to investigation. James Heaslet seconded the motion. The Board voted unanimously in favor of the motion.

Review and Action Concerning 2723/2745, Todd P. Barnhart.

Respondent appeared. Debbie Rudd moved that the Board accept the investigative report concerning 2723. Cynthia Henry seconded the motion. The Board voted unanimously in favor of the motion. Debbie Rudd moved that the Board invite Respondent to an informal hearing concerning 2723. Cynthia Henry seconded the motion. The Board voted unanimously in favor of the motion. Debbie Rudd moved that the Board accept the investigative report concerning 2745. Michael Marquess seconded the motion. The Board voted unanimously in favor of the motion. Debbie Rudd moved that the Board invite Respondent to an informal hearing concerning 2745. Michael Marquess seconded the motion. The Board voted unanimously in favor of the motion.

Review and Action Concerning 2586, Mark L. Andrews.

Respondent appeared. The Board noted the 12-month file review and that a formal hearing before the Office of Administrative Hearings (OAH) had been scheduled. Staff was instructed to provide Respondent with additional information.

Review and Action Concerning 2631, Paul R. Fortier.

Respondent did not appear. Debbie Rudd moved that the Board accept the investigative report. Cynthia Henry seconded the motion. The Board voted unanimously in favor of the motion. Michael Marquess moved that the Board invite Respondent to an informal hearing. Cynthia Henry seconded the motion. The Board voted unanimously in favor of the motion. The Board noted the 12-month file review for 2565, 2630 and 2631.

Review and Action Concerning 2477, Robert L. VanDyke.

Respondent did not appear. Michael Marquess moved that the Board open complaint 2878 against Respondent for noncompliance. James Heaslet seconded the motion. The Board voted unanimously in favor of the motion.

Review and Action Concerning 2516, Timothy R. Fortunato.

Respondent did not appear. Michael Marquess moved that the Board approve Roger A. Beagle, Sr., Certified Residential Appraiser #20267, to act as Respondent's mentor under the 4/20/09 Consent Agreement and Order. Cynthia Henry seconded the motion. The Board voted unanimously in favor of the motion.

Review and Action Concerning 2642, Gayle A. Tiffany-Loftus.

Respondent did not appear. Debbie Rudd moved that the Board grant Respondent until 6/30/09 to complete her remedial education under the 11/21/08 nondisciplinary letter of remedial action. James Heaslet seconded the motion. The Board voted unanimously in favor of the motion.

Review and Action Concerning 2660, Timothy H. Shaw.

Respondent did not appear but was represented by Bradley R. Jardine, Esq. James Heaslet moved that the Board reject Respondent's counteroffer. Michael Marquess seconded the motion. The Board voted 5-1 in favor of the motion upon the following roll call vote: Les Abrams—yes; Victor Hartsfield—yes; James Heaslet—no; Cynthia Henry—yes; Michael Marquess—yes; Debbie Rudd—yes. Michael Marquess moved that Respondent be given 15 days to sign the proposed due diligence consent letter or the matter be referred to formal hearing before the Office of Administrative Hearings (OAH). Cynthia Henry seconded the motion. The Board voted unanimously in favor of the motion.

Review and Action Concerning 2734, Cody J. Turton.

Respondent did not appear. Michael Marquess moved that because Respondent's 90-day grace period to renew had expired, the complaint be closed to be reopened and considered in the event Respondent reapplies. Debbie Rudd seconded the motion. The Board voted unanimously in favor of the motion.

Review and Action Concerning Superior Court Case CV-06-4140 (03F-1782-BOA/03F-1784-BOA)/2492, Felicia M. Coplan.

Respondent did not appear. Jeanne Galvin updated the Board concerning the court proceedings concerning CV-06-4140 (03F-1782-BOA/03F-1784-BOA). The Board noted the 12-month file review concerning 2492.

Review and Action Concerning 2828, Luis F. Llanos.

Respondent appeared. Staff summary was read. Debbie Rudd moved that the matter be referred to investigation. Michael Marquess seconded the motion. The Board voted unanimously in favor of the motion.

Review and Action Concerning 2822, Sheri L. Farrell.

Respondent did not appear. Staff summary was read. James Heaslet moved that the matter be referred to investigation. Victor Hartsfield seconded the motion. The motion was withdrawn. Debbie Rudd moved that the Respondent be invited to an informal hearing. Michael Marquess seconded the motion. Board voted unanimously in favor of the motion.

Review and Action Concerning 2824/2825, John R. Fournier.

Respondent did not appear. Staff summaries were read. Debbie Rudd moved that the Board deny Respondent's request for a continuance. Michael Marquess seconded the motion. The Board voted unanimously in favor of the motion. Debbie Rudd moved that the Board find no violations and dismiss the complaints. James Heaslet seconded the motion. The Board voted unanimously in favor of the motion.

Review and Action Concerning 2827, Steven W. Johnston.

Respondent did not appear. Staff summary was read. Debbie Rudd moved that the Respondent be invited to an informal hearing. Michael Marquess seconded the motion. Board voted unanimously in favor of the motion.

Review and Action Concerning 2832, Ellen S. Dodd.

Respondent did not appear. Staff summary was read. Debbie Rudd moved that the complaint be dismissed for lack of evidence. Victor Hartsfield seconded the motion. The Board voted unanimously in favor of the motion.

Review and Action Concerning 2834, Kevin P. Dowling.

Respondent did not appear. Staff summary was read. Michael Marquess moved that the Board find no violations and the complaint be dismissed. James Heaslet seconded the motion. The Board voted unanimously in favor of the motion.

Review and Action Concerning 2835, Donald L. Hall.

Respondent did not appear. Staff summary was read. Debbie Rudd moved that the Board find Level II violations and offer respondent a due diligence consent letter citing the violations and providing for disciplinary education. James Heaslet seconded the motion. The Board voted unanimously in favor of the motion.

Review and Action Concerning 2439/2520/2523, William A. Buehl.

Respondent did not appear. The Board noted that the files were under 12-month file review.

Review and Action Concerning 2487, Nathan G. Morris.

Respondent did not appear. The Board noted that the file was under 12-month file review.

Review and Action Concerning 2542/2543/2544/2632, Rodney L. Martensen.

The Board noted that the files were under 12-month file review.

## **NEW BUSINESS**

### Discussion and Action Concerning Findings by Sandra R. Kane, Assistant Attorney General, Relating to an Open Meeting Law Complaint.

Michael Marquess moved that the Board go into Executive Session for legal advice. Cynthia Henry seconded the motion. The Board voted unanimously in favor of the motion. Upon return from Executive Session, Michael Marquess moved that the Board accept the 6/9/09 letter of concern issued by the Arizona Attorney General's office concerning 2002/2003 Open Meeting Law violations and that the Board request that current Board members be given credit for open meeting law training already taken. Victor Hartsfield seconded the motion. The Board voted unanimously in favor of the motion. Les Abrams moved that the letter of concern be placed on the Board's website and emailed to the Board's News & Alerts subscribers. Debbie Rudd seconded the motion. The Board voted unanimously in favor of the motion.

### Discussion and Action Concerning Legal Advice from Jeanne Galvin, Assistant Attorney General Regarding Proper Use of Executive Sessions.

Jeanne Galvin provided legal advice regarding the proper use of Executive Sessions.

## **COMPLAINT REVIEW**

Christopher Munns, Assistant Attorney General, Solicitor General's Office, joined the meeting.

### Review and Action Concerning 2541, John T. Martell.

Respondent appeared. Jeanne Galvin, Assistant Attorney General, represented the State. Christopher Munns, Assistant Attorney General, Solicitor General's Office, advised the Board. Michael Marquess moved that the Board accept Respondent's counteroffer finding Level V violations and providing for suspension; and that the Board rescind its referral to formal hearing before the Office of Administrative Hearings (OAH). Debbie Rudd seconded the motion. The Board voted 5-1 in favor of the motion. Cynthia Henry voted no. Les Abrams moved that Respondent be given until July 10<sup>th</sup> to sign and return the proposed consent agreement and order to the Board office. Michael Marquess seconded the motion. The Board voted unanimously in favor of the motion. The Board noted that the file was under 12-month file review.

### Formal Hearing Concerning 2791, Michael S. Mason.

Respondent did not appear. Jeanne Galvin, Assistant Attorney General, represented the State. Christopher Munns, Assistant Attorney General, Solicitor General's Office, advised the Board. The Board heard oral testimony on behalf of the State. State's Exhibits 1-8 were admitted into evidence. Michael Marquess moved that the Board adopt Findings of Fact 1-3 to read as follows:

### **FINDINGS OF FACT**

1. On March 12, 2008, in resolution of the above-captioned matter, Respondent voluntarily entered into a Consent Agreement and Order with the Board. Among other conditions, Respondent was required to successfully complete the following education within six (6) months of the effective date of the Agreement: Seven (7) hours of USPAP update, six (6) hours of mortgage

fraud and a minimum of fourteen (14) hours in Sales Comparison Approach and/or market analysis/trends coursework. To date, Respondent has failed to complete any of the above stated education requirements.

2. Paragraph 15 of the March 12, 2008 Consent Agreement and Order provides, in part, that "Respondent" agrees that any violation of this Consent Agreement is a violation of A.R.S. §32-3631(A)(8), which is willfully disregarding or violating any of the provisions of the Board's Statutes or the rules of the Board for the administration and enforcement of its statutes.

3. Respondent, without good cause, has failed to comply with the terms of the Consent Agreement and Order by failing to complete the education as required.

Victor Hartsfield seconded the motion. The Board voted unanimously in favor of the motion. Debbie Rudd moved that the Board adopt Conclusions of Law 1-2 to read as follows:

#### **CONCLUSIONS OF LAW**

4. Noncompliance with the Consent Agreement is a violation of a Board order and a violation of A.R.S. § 32-3631(A)(8), which is a willful disregard of the statutes and rules governing the licensing and certification of appraisers in the State of Arizona.

5. Pursuant to the authority of the Board found at A.R.S. § 32-3601 *et seq.*, the conduct and circumstances described herein constitute grounds for discipline. The Board considers the above referenced violation a Level V violation subject to revocation pursuant to the Board's Substantive Policy Statement No. 1.

Michael Marquess seconded the motion. The Board voted unanimously in favor of the motion. Michael Marquess moved that the Board adopt an Order of Revocation to read as follows:

#### **ORDER OF REVOCATION**

In issuing this order of discipline, the Board considers its obligations to fairly and consistently administer discipline, its burden to protect the public welfare and safety, as well as all aggravating and mitigating factors presented in the case. Based on the foregoing Findings of Fact and Conclusions of Law, **IT IS HEREBY ORDERED:**

1. That certified residential appraiser license No. 21238 issued to Respondent to practice as a Certified Real Estate Appraiser be revoked as of the effective date of this Order.

2. That Respondent shall immediately surrender his license by returning it to the Board office.

3. That Respondent may not accept fees for or perform appraisals, appraisal reviews, consulting assignments, or any services governed by the Uniform Standards of Professional Appraisal Practice, A.R.S. § 32-3601, *et seq.*, or the rules promulgated thereunder.

4. That Respondent is hereafter subject to the provisions of A.R.S. § 32-3638, which states that any person who is not licensed or certified as an appraiser and performs a real estate appraisal or appraisal review, or uses the designation of licensed or certified appraiser and/or provides false information to the Board is guilty of a Class 1 misdemeanor.

5. That if Respondent reapplies for licensing or certification as an appraiser in the State of Arizona in the future, this disciplinary action may be considered as part of the substantive review of any application submitted by Respondent, pursuant to A.R.S. § 32-3611(D).

6. Pursuant to the Board's Substantive Policy Statement #1, the Board considers the violations set forth herein to amount to Level V Violations for disciplinary purposes.

**RIGHT TO PETITION FOR REHEARING OR REVIEW**

Respondent is hereby notified that he has the right to petition for a rehearing or review. Pursuant to A.R.S. § 41-1092.09, as amended, the petition for rehearing or review must be filed with the Board's Executive Director within 30 days after service of this Order and pursuant to A.A.C. R4-46-303, it must set forth legally sufficient reasons for granting a rehearing or review. Service of this order is effective five days after mailing. If a motion for rehearing or review is not filed, the Board's Order becomes effective 35 days after it is mailed to Respondent.

Respondent is further notified that the filing of a motion for rehearing or review is required to preserve any rights of appeal to the Superior Court.

James Heaslet seconded the motion. The Board voted unanimously in favor of the motion upon the following roll call vote: Les Abrams—yes; Victor Hartsfield—yes; James Heaslet—yes; Cynthia Henry—yes; Michael Marquess—yes; Debbie Rudd—yes.

Christopher Munns left the meeting.

**NEW BUSINESS**

**Discussion and Action Concerning the Board's Acceptance of Successful Completion of the Appraiser Qualifications Board National Examination Taken in Another State Prior to Applying for Certification in Arizona to Meet the Arizona Examination Requirement.**

Michael Marquess moved that the Board accept the successful completion of a *National Uniform Licensing and Certification Examination* taken to meet the examination requirements in another state for the same classification when evidence is provided by the testing state that the passed examination is the current *National Uniform Licensing and Certification Examination* for the credential applied for in Arizona and the successful completion of the examination is not older than 24 months from the date the exam was passed. Debbie Rudd seconded the motion. The Board voted unanimously in favor of the motion.

**Discussion and Action Concerning Approval of Reciprocal Agreement with the Colorado Board of Real Estate Appraisers.**

Debbie Rudd moved that the Board enter into a new reciprocal agreement with the Colorado Board of Real Estate Appraisers and approve the draft reciprocal agreement. Victor Hartsfield seconded the motion. The Board voted unanimously in favor of the motion.

**Discussion and Action Concerning Request by George H. Smith that the Board Reevaluate its Current Appraisal Standards Regarding the Method by which Appraisers Determine Value.**

Staff was instructed to forward the request from George H. Smith to the Appraisal Standards Board.

## BOARD CHAIRPERSON REPORT

None.

## EXECUTIVE DIRECTOR REPORT

Debb Pearson reported on the status of the Assistant Attorney General's assignments; advised the complaint answer dates that had been extended by staff; and reported the following complaint statistics as of 5/31/09 for calendar years 2007, 2008, and 2009:

|  | <u>2007</u> | <u>2008</u> | <u>2009</u> | <u>2008</u> | <u>2009</u> |
|--|-------------|-------------|-------------|-------------|-------------|
| Complaints received by Board                                       | 243         | 225         | 78          |             |             |
| Complaints heard by Board*   |             |             |             | 852         | 315         |
| <b><u>OF THOSE COMPLAINTS:</u></b>                                 |             |             |             |             |             |
| Complaints dismissed   | 91          | 69          | 18          | 77          | 29          |
| Complaints referred to investigation                               | 94          | 69          | 14          | 76          | 22          |
| Complaints resolved with nondisciplinary letter of concern         | 16          | 17          | 0           | 16          | 3           |
| Complaints resolved with nondisciplinary letter of remedial action | 19          | 31          | 1           | 28          | 11          |
| Complaints resolved with disciplinary letter of due diligence      | 13          | 15          | 3           | 13          | 11          |
| Complaints resolved with probation                                 | 69          | 22          | 5           | 66          | 27          |
| Complaints referred to informal hearing                            | 83          | 40          | 4           | 55          | 33          |
| Complaints referred to formal hearing                              | 52          | 21          | 3           | 53          | 28          |
| Complaints resolved with suspension                                | 15          | 2           | 1           | 31          | 8           |
| Complaints resolved with surrender                                 | 5           | 5           | 0           | 6           | 3           |
| Complaints resolved with revocation                                | 8           | 0           | 0           | 2           | 9           |
| Complaints resolved with cease and desist letters                  | 6           | 1           | 1           | 4           | 2           |
| <b><u>Violation Levels:</u></b>                                    |             |             |             |             |             |
| I  | 21          | 20          | 0           | 20          | 3           |
| II   | 31          | 43          | 4           | 40          | 21          |
| III  | 71          | 20          | 5           | 55          | 24          |
| IV   | 9           | 2           | 0           | 5           | 2           |
| V  | 16          | 5           | 0           | 27          | 13          |

### **Additional Information:**

|  | <u>2006</u> | <u>2007</u> | <u>2008</u> | <u>2009</u> |
|--|-------------|-------------|-------------|-------------|
| Jurisdiction Expired & Complaints Closed | 20          | 12          | 11          | 12          |
| Denials of New Applications              | 7           | 7           | 5           | 1           |
| Denials of Renewal Applications          | 4           | 1           | 0           | 1           |

\*Complaints may appear on a Board agenda and be heard in more than one month in a calendar year.

Staff was instructed to post notification of the potential temporary shutdown of the agency on the Board's website and to email the information to the Board's News & Alerts subscribers.



## APPLICATION REVIEW COMMITTEE REPORT

Michael Marquess reported that he had been elected Chairperson of the Committee and reported the following Arizona appraiser and property tax agent information as of June 15, 2009:

|                       | <u>6/07</u> |            | <u>6/08</u> |            | <u>7/09</u>   |
|-----------------------|-------------|------------|-------------|------------|---------------|
| Licensed Residential  | 1143        |            | 992         |            | 774           |
| Certified Residential | 1010        |            | 1177        |            | 1223          |
| Certified General     | 793         |            | 822         |            | 821           |
| Nonresident Temporary | 31          | Total 2977 | 39          | Total 3030 | 42 Total 2860 |
| Property Tax Agents   | 261         |            | 287         |            | 323           |

James Heaslet moved that the Board accept the Committee's recommendations (see attached). Debbie Rudd seconded the motion. The Board voted unanimously in favor of the motion.

Cynthia Henry left the meeting. A quorum remained.

## APPRAISAL TESTING AND EDUCATION COMMITTEE REPORT

Debbie Rudd reported that she had been elected Chairperson of the Committee. James Heaslet moved that the Board accept the Committee's recommendations (see attached). Michael Marquess seconded the motion. The Board voted unanimously in favor of the motion.

Cynthia Henry rejoined the meeting.

## CONFIRMATION OF MEETING DATES, TIMES, LOCATIONS AND PURPOSES

The upcoming Committee and Board meetings were confirmed as follows:

| <u>July</u> |                                 |            |
|-------------|---------------------------------|------------|
| 16          | Application Review Committee    | 7:30 a.m.  |
| 16          | Testing and Education Committee | 8:00 a.m.  |
| 16          | Board                           | 10:00 a.m. |

## COMPLAINT REVIEW

### Review and Action Concerning 2540, Barbara S. Quaid.

Respondent appeared telephonically. Michael Marquess moved that the Board grant Respondent a 30-day extension to complete her disciplinary education under the 12/30/08 due diligence consent letter. Cynthia Henry seconded the motion. The Board voted unanimously in favor of the motion.

## **APPLICATION REVIEW**

### Review and Action Concerning Certified Residential Appraiser Application #7661, Brian D. Frank.

Applicant appeared and was represented by Douglas G. Martin, Esq. Debbie Rudd moved that the Board grant applicant's Motion for Reconsideration. James Heaslet seconded the motion. The Board voted 5-1 in favor of the motion. Michael Marquess voted no. Victor Hartsfield moved that the Board go into Executive Session for legal advice. James Heaslet seconded the motion. The Board voted unanimously in favor of the motion. Upon return from Executive Session, Debbie Rudd moved that the Board grant applicant's request for an administrative waiver of Board rules as they relate to certification requirements; grant applicant's request that the Board find applicant in substantial compliance with the certification requirements; and find certified residential appraiser application #7661, substantively complete. James Heaslet seconded the motion. The Board voted 4-2 in favor of the motion upon the following roll call vote: Les Abrams—no; Victor Hartsfield—yes; James Heaslet—yes; Cynthia Henry—yes; Michael Marquess—no; Debbie Rudd—yes.

## **ADJOURNMENT**

The meeting was adjourned.

/S/

---

Lester G. Abrams, Chairperson

**RECOMMENDATIONS  
COMMITTEE ON APPLICATION REVIEW**

**To: Board of Appraisal**

**From: Application Review Committee**

**Date: July 16, 2009**

**Re: July 16, 2009 Recommendations**

**I. Report on number of Arizona Appraisers and Property Tax Agents:**

|                       | <u>7/07</u> |            | <u>7/08</u> |            | <u>7/09</u> |
|-----------------------|-------------|------------|-------------|------------|-------------|
| Licensed Residential  | 1137        |            | 978         |            | 760         |
| Certified Residential | 1020        |            | 1182        |            | 1214        |
| Certified General     | 796         |            | 818         |            | 820         |
| Nonresident Temporary | 30          | Total 2983 | 37          | Total 3014 | 44          |
| Property Tax Agents   | 258         |            | 287         |            | 326         |

**II. As a result of its July 16, 2009 meeting the Application Review Committee makes the following recommendations:**

**A. To refer to the full Board approval of work product for Brian D. Frank, Certified General Applicant #7661, as USPAP compliant.**

**B. To approve the following applications as substantively complete:**

**1. Certified Residential by exam unless noted otherwise:**

7683 Debra C. Hume (Debra Rudd recused)  
7693 John T. Dingeman  
7698 Glenn S. Bevilacqua (by reciprocity)  
7700 Joshua D. Fowler  
7701 Christopher N. Baird  
7709 Matthew W. Hussey

**2. Certified General by exam unless noted otherwise:**

7648 Wade E. Graves (by reciprocity)  
7704 Donald R. Kerr (by reciprocity)  
7706 Louis W. Frillman (by reciprocity)

- C.** To approve the following applications as substantively complete and confirm the issuance of the following license/certification:

1. Reciprocity

12035 Michael J. Schuetz  
31723 William M. Sanders  
31724 Jay F. Booth  
31725 Darrin W. Liddell  
31726 Donna J. Cavallaro  
31727 Steven P. Runyan  
31728 Colin S. McVaugh

2. Nonresident Temporary

TP41147 Ernest P. Elzi, Jr.  
TP41148 Jay S. Hedberg  
TP41149 Martha G. Reid  
TP41150 John A. Dalkowski

- D.** To disapprove the following applications as substantively incomplete and hold until substantively complete:

7692 Janet A. DeFrancesco  
7699 Christopher M. Land  
7712 Kevin S. Reach  
7718 Brad E. Lyon (by reciprocity)  
7719 David H. Fryday (by reciprocity)  
7721 Mark D. Capasso (by reciprocity)

**III.** Applications Pending - Substantively Incomplete:

7555 Glen A. Gray, Jr.  
7587 Keith T. Kavula (by reciprocity)  
7686 Brian J. Curry (by reciprocity)

Notification of applicants with substantively incomplete applications who have not responded to the Committee's request for additional information. Pursuant to R4-46-202(D) applicants have up to a year to meet all requirements for license/certificate or applicant's file is to be closed by the Board and applicant shall reapply.

## RECOMMENDATIONS

### *COMMITTEE ON APPRAISAL TESTING AND EDUCATION*

**TO: Board of Appraisal**

**FROM: Committee on Appraisal Testing and Education**

**DATE: July 16, 2009**

**RE: July 16, 2009 Recommendations**

**As a result of its July 16, 2009 meeting the Committee on Appraisal Testing and Education makes the following recommendations:**

- I. Action regarding proposed approval of qualifying education courses:
  - A. Previously approved by the Board:
    - 1. Submitted by Appraisal Institute
      - a. **Online Residential Site Valuation and Cost Approach**, #ABA D0808-805-05 Distance Education 15 hours  
\*Arlen Mills  
Recommend approval
    - 2. Submitted by Arizona School of Real Estate & Business
      - a. **AP-11 General Appraiser Market Analysis and Highest and Best Use**, #ABA 0907-688-11 30 hours  
\*Tracey Captain, Earl Cass, Gasper Crimando, Neil Dauler-Phinney, Thomas Denny, Richard Fasano, Jacques Fournier, Bill Gray, Matt Hassett, Thomas Heineman, Kathleen Holmes, Faye Humphrey, Robert Kaczmarek, Kim Kobriger, Gretchen Koralewski, Jim Miller, Don Miner, Roy Morris, Thomas Morrison, Becky Ryan, Ron Schilling, Daniel D. Smith, Rick Turkian, Gerard Vick, John Wenner, David Ziegler  
Recommend approval
      - b. **AP-12 General Appraiser Site Valuation and Cost Approach**, #ABA 0907-689-12 30 hours  
\*Frank Bell, Tracey Captain, Earl Cass, Gasper Crimando, Neil Dauler-Phinney, Richard Fasano, Jacques Fournier, Bill Gray, Matt Hassett, Thomas Heineman, Kathleen Holmes, Robert Kaczmarek, Kim Kobriger, Gretchen Koralewski, Jim Miller, Don Miner, Roy Morris, Thomas Morrison, Becky Ryan, Ron Schilling, Daniel D. Smith, Rick Turkian, Gerard Vick, David Ziegler  
Recommend approval

- c. **AP-13 General Appraiser Sales Comparison Approach**, #ABA 0907-690-13 30 hours  
\*Tracey Captain, Earl Cass, Gasper Crimando, Neil Dauler-Phinney, Tom Denny, Richard Fasano, Jacques Fournier, Bill Gray, Matt Hassett, Thomas Heineman, Faye Humphrey, Kathleen Holmes, Robert Kaczmarek, Kim Kobriger, Gretchen Koralewski, Jim Miller, Don Miner, Roy Morris, Thomas Morrison, Becky Ryan, Ron Schilling, Daniel D. Smith, Rick Turkian, Gerard Vick, John Wenner, David Ziegler  
Recommend approval
- 3. Submitted by McKissock LP
  - a. **Residential Appraiser Site Valuation and Cost Approach**, #ABA D0906-572-05 Distance Education 15 hours  
\*Alan Simmons  
Recommend approval
  - b. **Basic Appraisal Procedures**, #ABA D0507-649-02 Distance Education 30 hours  
\*Alan Simmons  
Recommend approval
  - c. **Statistics, Modeling and Finance**, #ABA D1007-700-08 Distance Education 15 hours  
\*Alan Simmons  
Recommend approval

**II. Action regarding proposed approval of continuing education courses:**

**A. Previously approved by the Board:**

- 1. Submitted by Acheson Appraisal Classes
  - a. **FHA Update**, #ABA 0102-102 4 hours  
\*Ross Acheson, Daniel D. Smith  
Recommend approval
- 2. Submitted by Appraisal Institute
  - a. **Reviewing Residential Appraisal Reports**, #ABA 0905-476 7 hours  
\*Vincent Dowling  
Recommend approval
  - b. **Forecasting Revenue**, #ABA 0806-562 7 hours  
\*William Anglyn  
Recommend approval
  - c. **Commercial Appraisal Engagement & Review Seminar for Bankers and Appraisers**, #ABA 0808-809 7 hours  
\*Nikki Griffith  
Recommend approval
  - d. **Online Subdivision Valuation**, #ABA D0808-810 Distance Education 7 hours  
\*Don Emerson  
Recommend approval

3. Submitted by Arizona School of Real Estate & Business
    - a. **Appraisal Licensing and Certification Review**, #ABA 0808-811 15 hours  
\*Tracey Captain, Tom Denny, Richard Fasano, Jacques Fournier, Bill Gray, Thomas Heineman, Robert Kaczmarek, Kim Kobriger, Gretchen Koralewski, Don Miner, Roy Morris, Thomas Morrison, Becky Ryan, Ron Schilling, Daniel D. Smith, Rick Turkian, Gerard Vick, Terry Zajac, David Ziegler  
Recommend approval
  4. Submitted by American Society of Farm Managers & Rural Appraisers
    - a. **All Toppo Maps-General Software Training**, #ABA 1105-486 8 hours  
\*Mike Johnson  
Recommend approval
    - b. **Computer Plotting Legal Descriptions for the Layman**, #ABA 0907-693 8 hours  
\*Mike Johnson  
Recommend approval
  5. Submitted by Foundation of Real Estate Appraisers
    - a. **National Data Collective**, #ABA 1205-494 4 hours  
\*Ross Acheson  
Recommend approval
  6. Submitted by McKissock LP
    - a. **Construction Details and Trends**, #ABA D0605-436 Distance Education 7 hours  
\*Alan Simmons  
Recommend approval
    - b. **The Cost Approach**, #ABA D1206-602 Distance Education 7 hours  
\*Alan Simmons  
Recommend approval
    - c. **REO and Foreclosures**, #ABA D0508-787 Distance Education 5 hours  
\*Andrew Leirer  
Recommend approval
  7. Submitted by Trans-American Institute of Professional Studies, Inc.
    - a. **Residential Cost Approach**, #ABA 0306-520 7 hours  
\*Lynne Heiden, Ann Susko, Daniel D. Smith  
Recommend approval
    - b. **FHA-Current Appraisal Requirements**, #ABA 0306-521 7 hours  
\*Lynne Heiden, Ann Susko, Daniel D. Smith  
Recommend approval
- B. Not previously approved by the Board:**
1. Submitted by Appraisal Institute
    - a. **Introduction to Conservation Easement**, 7 hours  
\*Frank Harrison  
Recommend approval

- b. **Online Advanced Internet Search Strategies**, 7 hours  
Distance Education  
\*Jim Amarin  
Recommend approval
  - c. **Online Data Verification Methods**, 5 hours  
Distance Education  
\*Alan Simmons  
Recommend approval
  - d. **Online An Introduction to Valuation of Green Commercial Buildings**, 7 hours  
Distance Education  
\*Alan Simmons  
Recommend approval
  - e. **Online Valuation of Green Residential Properties**, 7 hours  
Distance Education  
\*Alan Simmons  
Recommend approval
- 2. Submitted by Arizona Appraisers State Conference, LLC
    - a. **Fair Value Accounting Implications for Appraisal Profession**, 3 hours  
\*John W. Ross (Debra Rudd recused)  
Recommend approval
  - 3. Submitted by Kinja LLC
    - a. **Appraisal Management Companies - Laws Issues & Solutions**, 3 hours  
\*Richard Hagar (Debra Rudd recused)  
Recommend approval
  - 4. Submitted by McKissock, LP
    - a. **Fannie Mae Form 1004MC, HVCC & More!!!**, 7 hours  
Distance Education  
\*Lore DeAstra  
Recommend approval